

1467  
100-44-2411

*Federal*  
*pers*

**Office of Legislative Liaison**  
**Routing Slip**

TO:	ACTION	INFO
1. D/OLL		X
3. DD/OLL		X
3. Admin Officer		
4. Liaison		X
5. Legislation		X
6.		
7.		
8.		
9.		
10.		
SUSPENSE		
Date		

Action Officer:
Remarks:

~~29 August 1964~~  
Name/Date

Approved For Release 2009/06/30 : CIA-RDP90B01370R000100060015-9

TRANSMITTAL SLIP		DATE
TO: OLL		
ROOM NO. <del>7B 24</del> 7B 24	BUILDING Hqs	
REMARKS:		
FROM: D/Pers		
ROOM NO.	BUILDING	EXTENSION

**FORM NO. 241**  
**1 FEB 55**

**REPLACES FORM 36-8  
WHICH MAY BE USED.**

(47)

Approved For Release 2009/06/30 : CIA-RDP90B01370R000100060015-9

STAT

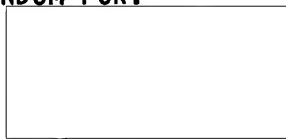
MEMORANDUM FOR:

*I have did Concur  
on the Attached.*

STAT

Date 29 AUG 1984

MEMORANDUM FOR:



Did D/OLL "Concur" on  
the attached and this is just  
our info copy. Please let  
me know.

Thanks



Registery

Date 29 August 84

STAT

STAT

General Counsel

84-02466

Record

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

High-Tech Pay Schedules

FROM: Robert W. Magee  
Director of Personnel

EXTENSION

NO.

DATE

DDA 84-2411

AUG 7 1984

25X1

25X1

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. General Counsel

8/9/84

SS

25X1

2.

3. Deputy Director for  
Administration  
7D18 Hqs

8-13-84

J

3-11

4.

OLL

5. Comptroller  
4E06 Hqs

John.

OGC and OP consider this as an extension of the Engineering pay scale which is now being amended and no need to go back to the oversight committee.

6.

7. Executive Registry  
6E2914 Hqs

8.

9. Executive Director

10.

11. Deputy Director of  
Central Intelligence

12.

13. D/PERS

14. DD/PAGE

15. C/PMCD

13 AUG 1984

CONCUR:

25X1

OLL

SECRET

COMPT

84-763

DD/A Registry  
84-2411

AUG 7 1984

MEMORANDUM FOR: Deputy Director of Central Intelligence

VIA: Executive Director  
Deputy Director for Administration  
General Counsel  
Comptroller

FROM: Robert W. Magee  
Director of Personnel

SUBJECT: High-Tech Pay Schedules

1. Action Requested: Paragraph 3 of this memorandum contains a recommendation that you approve special pay schedules for engineering and physical science occupations.

25X1

2. Background: In its 1981 study of Agency pay practices, the consulting firm of Towers, Perrin, Forster and Crosby (TPF&C) concluded that Agency high-tech personnel, i.e., engineers and physical scientists, lagged significantly behind the private sector at all grade levels. This disparity between the Agency and the private sector has continued unabated, with Agency high-tech salaries running 8 percent to 15 percent below the marketplace in 1982, and 10 percent to 20 percent below the marketplace in the most recent private sector survey data for 1983. Interestingly, in spite of this difference in pay, Agency retention is very high. This we attribute to the unique job opportunities in the Agency. However, as this gap has widened, the Agency has continued to suffer in its efforts to recruit top talent in the high-tech areas. In the past year, the Agency has been successful in filling only about 40 percent of its engineering requirements. To achieve even these meager numbers, the Agency has had to offer excessively high grades and steps for inexperienced personnel.

25X1

In the most recent pay adjustment to the General Schedule in January, the Office of Personnel Management exacerbated the engineering recruitment picture by freezing the special rates for engineers at 1983 levels. Although you already have taken action to rectify this situation by authorizing a 4 percent adjustment to our current engineering schedule, this action provides only an interim solution to the problem by preventing our employees from slipping backward in comparison with the private sector. Furthermore, there is no special pay consideration in the physical science disciplines, where Agency salaries also lag behind the marketplace.

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Original - Rtn to D/PERS

- 1 - ER
- 1 - OGC
- 1 - Comp
- 2 - DDA
- 1 - D/PERS
- 1 - PA&E
- 2 - PMCD
- 1 - OLL

OP/PMCD/C&CPE  dmm(26Jul84)

25X1

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## SUBJECT: High-Tech Pay Schedules

To be competitive for high-tech talent in the marketplace, the Agency needs to look at not only the pay levels, but also the pay structure. In the private sector, salary schedules are generally structured with in-grade ranges of 50 percent from minimum to maximum, vis-a-vis 30 percent for the General Schedule. The broader pay range allows private sector managers to give within-grade pay increases of 5 percent or more, vis-a-vis 3 percent in the General Schedule. Also, these larger increases are tied to merit, rather than longevity, and are used as an alternative to promotion, which comes with a change in job. In order to achieve structural comparability with the private sector, we must redesign our current pay system. We currently are examining alternatives which we are hopeful will provide a long-term solution to the high-tech pay problem. ☐

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The Position Management and Compensation Division (PMCD) has developed separate, special pay schedules (Attachments A and B) for engineers and physical scientists. The engineering schedule covers grades GS-07 through GS-13, and the physical scientist schedule covers grades GS-07 through GS-11. These schedules are structured to make Agency salaries competitive with the marketplace through the GS-12 level, where our most severe recruitment and retention problems occur. They also broaden the pay range for these grades to 35 percent (from its current 30 percent) thereby increasing the value of a step increase (from its current average of 3 percent) to approximately 3.5 percent. These schedules can be superimposed on the payroll system without significant modification and require no administrative changes to current pay practices. ☐

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Employees would be converted at their current grade in the new schedule to the step nearest, but not less than, their current salary level. This conversion can be accomplished at a payroll cost of approximately ☐ for FY85, which includes an adjustment of approximately ☐ percent of payroll for benefits. ☐

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The proposed special schedules will cover only those individuals who have earned professional degrees in engineering or the physical sciences and who are assigned to perform work in one of the occupations specified on the schedules. Other occupations, including data processing and electronic technician occupations were considered for possible special schedules. Marketplace pay data show that, on the whole, we are competitive for these occupations. (Specific pay comparisons are included as Attachment C.) Nevertheless, the Office of Data Processing (ODP) has suggested that it is losing people to the private sector for higher pay, and turnover statistics show that certain occupations in the data processing field are suffering slightly higher attrition than the Agency norm of 5 percent. It is unclear whether this is a pay, position classification, or other phenomenon. PMCD has just begun an office survey of ODP. Upon completion of this survey, we expect to reexamine this question to determine whether there is need for further action. ☐

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SUBJECT: High-Tech Pay Schedule

3. Recommendation: It is recommended that you approve the following:

a. Implementation of the attached special schedules for engineering and physical science occupations to be effective the first pay period in October. If there is a pay adjustment to the General Schedule in October, this adjustment will be included prior to implementation.

b. Conversion of eligible employees at their current grade level and to the step nearest, but not less than, their current salary.

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Attachments

CONCUR:

25X1

8/15/84  
Date

9 AUG 1984  
Date

8-13-84  
Date

8-16-84  
Date

8-24  
Date

Deputy Director of Central Intelligence

(DISCUSSED WITH DPCI THIS DATE)

ENGINEERING PAY SCHEDULE\*

<u>Grade</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>In-Grade Increments</u>
GSE-7	23,040	23,936	24,832	25,728	26,624	27,520	28,416	29,312	30,208	31,104	896
GSE-8	24,544	25,498	26,452	27,406	28,360	29,314	30,268	31,222	32,176	33,134	954
GSE-9	26,994	28,044	29,094	30,144	31,194	32,244	33,294	34,344	35,394	36,444	1050
GSE-10	28,723	29,840	30,957	32,074	33,191	34,308	35,425	36,542	37,659	38,776	1117
GSE-11	29,455	30,601	31,747	32,893	34,039	35,185	36,331	37,477	38,623	39,769	1146
GSE-12	32,947	34,228	35,509	36,790	38,071	39,352	40,633	41,914	43,195	44,476	1281
GSE-13	36,327	37,740	39,153	40,566	41,979	43,392	44,805	46,218	47,631	49,044	1413

Occupational Categories:

0801.02	Engineer General	0855.01	Electronic Engineer
0801.03	Intelligence Officer-General Engineer	0855.19	Operations Officer - Electronic Engineer
0801.05	Operations Officer-General Engineer	0855.21	Electronic Engineer-Audio Support
0801.06	Project Management Engineer	0855.22	Intel Officer-Electronic Engineer
0803.01	Safety Engineer	0860.01	Intel Officer-Aeronautical Engineer
0806.01	Materials Engineer	0860.02	Operations Officer-Aeronautical Engineer
0808.01	Architect	0870.02	Marine Engineer
0810.01	Civil Engineer	0893.01	Intelligence Officer-Chemical Engineer
0830.02	Mechanical Engineer	0893.02	Chemical Engineer
0850.02	Electrical Engineer	0986.01	Industrial Engineer

\* To qualify for pay from this schedule, employees must be assigned to one of the above occupational categories and must have a college degree in a professional engineering discipline.

PHYSICAL SCIENCE PAY SCHEDULE\*

<u>Grade</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10</u>	<u>In-Grade Increments</u>
GSP-7	18,653	19,378	20,103	20,828	21,553	22,278	23,003	23,728	24,453	25,178	725
GSP-8	20,591	21,317	22,115	22,913	23,711	24,509	25,307	26,105	26,903	27,701	798
GSP-9	22,569	23,447	24,325	25,203	26,081	26,959	27,837	28,715	29,593	30,471	878
GSP-10	24,829	25,795	26,761	27,727	28,693	29,659	30,625	31,591	32,557	33,523	966
GSP-11	25,489	26,480	27,471	28,462	29,453	30,444	31,435	32,426	33,417	34,408	991

Occupational Categories:

1301.01	Intelligence Officer - Physical Science	1310.03	Physicist
1301.02	Intelligence Officer - Guided Missiles	1320.02	Chemist
1301.03	Intelligence Officer - Air Weapons	1320.03	Intelligence Officer - Organic Chemistry
1301.04	Intelligence Officer - Naval Weapons	1320.10	Intelligence Officer - Physical Chemistry
1301.06	Physical Science Administrator	1320.13	Technical Operations Officer - Chemistry
1301.07	Physical Scientist	1386.01	Photographic Technologist
1301.08	Operations Officer - Physical Scientist	1387.01	Imagery Scientist
1301.11	Physical Scientist - Research	1387.02	Imagery Scientist - Systems
1310.01	Intelligence Officer - Physics	1387.03	Imagery Scientist - Digital
1310.02	Intelligence Officer - Nuclear Energy	1387.04	Imagery Scientist - Research

\* To qualify for pay from this schedule, employees must be assigned to one of the above occupational categories and must have a college degree in physics, physical science, photoscience, photographic technology, chemistry, mathematics or computer science.

## MARKETPLACE ANALYSIS - HIGH TECH POSITIONS

Occupational Group	Occupational Code	Position Title	GS-Grade	Number of Incumb	Agency Actual Average	Marketplace Rate	Agency Average as % of Marketplace	Midpoint of Proposed Schedule as % of Marketplace
25X1	Computer Science 0334.01	Computer Systems Analyst	GS-07/08			21,400		
			GS-09/10		23,496	24,900	94%	
			GS-11		28,186	29,100	97%	
			GS-12		34,454	33,300	104%	
			GS-13		38,803	37,700	103%	
			GS-14		47,350	42,100	113%	
	0334.02	Computer Programmer	GS-15		52,645	46,200	114%	
			GS-07/08		20,187	18,100	112%	
			GS-09/10		23,105	20,200	114%	
			GS-11		26,988	22,400	121%	
			GS-12		31,753	27,100	117%	
			GS-13		38,562	32,200	120%	
	0334.05	Computer System Analyst/Programmer	GS-07/08		21,007	20,300	104%	
			GS-09/10		23,718	23,000	103%	
			GS-11		27,860	27,000	103%	
			GS-12		32,988	31,000	106%	
			GS-13		39,330	38,700	102%	
			GS-14		46,896	39,700	118%	
	0334.09	Data Base Mgr/Admin	GS-15		53,937	44,100	122%	
			GS-07/08			20,700		
			GS-09/10		24,628	25,400	97%	
			GS-11		27,058	30,600	88%	
	0343.07	System Analyst	GS-12		32,090	34,900	92%	
			GS-07/08		19,614	21,000	93%	
			GS-09/10		25,159	22,600	111%	
			GS-11		28,750	28,800	100%	
			GS-12		31,415	32,200	98%	
			GS-13		42,177	36,700	115%	
			GS-14		46,994	39,600	119%	
			GS-15		57,909	45,500	127%	

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## MARKETPLACE ANALYSIS - HIGH TECH POSITIONS

Occupational Group	Occupational Code	Position Title	GS-Grade	Number of Incumb	Agency Actual Average	Marketplace Rate	Agency Average as % of Marketplace	Midpoint of Proposed Schedule as % of Marketplace
		Top Corporate Data Processing Executive - Multiple Locations - Multiple Processors Telecommunications	SIS-4		66,000	73,900	89%	
Engineers	0801		GS-07/08		23,461	28,035	84%	100%
			GS-09/10		27,584	31,534	88%	104%
			GS-11		31,078	36,619	85%	95%
			GS-12		34,387	41,852	82%	92.5%
			GS-13		40,020	47,765	84%	89%
			GS-14		47,145	53,562	88%	
			GS-15		55,905	61,213	91%	
Engineering Technicians/Specialists	0802.01/ 0802.02		GS-07		17,435	19,800	88%	
			GS-08		19,441	21,900	89%	
			GS-09		22,155	26,900	91%	
			GS-10		24,403			
			GS-11		28,468	28,320	101%	
			GS-12		33,287	30,400	110%	
			GS-13		39,619	34,600 (MGR)	115%	
			GS-14					

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## MARKETPLACE ANALYSIS - HIGH TECH POSITIONS

Occupational Group	Occupational Code	Position Title	GS-Grade	Number of Incumb	Agency Actual Average	Marketplace Rate	Agency Average as % of Marketplace	Midpoint of Proposed Schedule as % of Marketplace
25X1	Physical Science	1301	GS-07/08		19,234	24,437	79%	95%
			GS-09/10		24,031	29,889	80%	94%
			GS-11		27,250	33,680	81%	89%
			GS-12		32,754	37,505	87%	
			GS-13		39,566	43,531	91%	
			GS-14		47,136	52,611	90%	
			GS-15		56,215	57,462	98%	
	Chemists	1320	GS-07/08		20,247	24,341	83%	95%
			GS-09/10		22,359	29,413	76%	95%
			GS-11		26,635			
			GS-12		33,441	35,439	94%	101%
			GS-13		39,329	42,892	92%	100%
			GS-14		47,943	51,028	94%	97%
	Mathematicians	1520.02	GS-07		19,517	26,900	73%	86%
			GS-09					
			GS-11		28,889	30,000	96%	107%
			GS-12		31,415			
			GS-13		40,370	32,800	123%	
			GS-14		48,893	39,800	123%	
			GS-15			46,000		
		1550.01	Computer Science		19,517	25,395	77%	
			GS-07					
			GS-09		24,576	30,057	82%	
			GS-11		29,739	35,273	84%	
			GS-12		31,415			
			GS-13		40,370	42,698	95%	
			GS-14		48,893			
			GS-15			48,243		
						58,426 (Dept Head-PhD)		

Sources: Dietrich Associates, Inc.  
 Executive Compensation Service, Inc.  
 A.S. Hansen, Inc.  
 Bureau of Labor Statistics - Professional, Administrative, Technical, Clerical Survey

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